

IDAHO CERTIFIED SHORTHAND REPORTERS BOARD
Division of Occupational and Professional Licenses
P.O. Box 83720
Boise, ID 83720-0063

Conference Call Minutes of 10/21/2020

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BOARD MEMBERS PRESENT: Byrl Cinnamon - Chair
Susan G Gambee
Andrea Wecker
Ryan Scott Lewis
Darren B Simpson

DIVISION STAFF: Dawn Hall, Section Chief
Nicholas Krema, General Counsel
Greg Floyd, Financial Unit Manager
Pam Rebolo, Board Specialist

The meeting was called to order at 10:11 AM MDT by Byrl Cinnamon.

APPROVAL OF MINUTES

Judge Simpson made a motion to approve the minutes of 2/13/2020. It was seconded by Ms. Gambee. Motion carried.

LAWS AND RULES

Mr. McQuade presented the proposed rules to the Board. Ms. Gambee made a motion to move Shorthand Reporter Board rules to pending. It was seconded by Judge Simpson. Motion carried.

FINANCIAL REPORT

Mr. Floyd gave the financial report, which indicated that the Board had a cash balance of \$15,882.33 as of 9/30/20.

BOARD CONTRACT

Mr. Floyd presented the Board contract. Judge Simpson made a motion to approve the contract and allow the Board Chair to sign. It was seconded by Ms. Gambee. Motion carried.

DIVISION BUSINESS

The Board reviewed the To Do List and made the following motion:

GUIDELINES FOR CANDIDATES TAKING THE SHORTHAND REPORTERS EXAMINATION

Judge Simpson made a motion to change the wording in the last paragraph of the guidelines for candidates taking the shorthand reporters examination from will result to may result in automatic failure and from will result to may result in a limitation of the candidate's participation. It was seconded by Mr. Lewis. Motion carried.

BOARD BUSINESS

EXAM LOCATION DISCUSSION

The Board discussed the possibility of conducting the shorthand reporter exam at the Public Utilities Commission at the Chinden campus. Ms. Gambee suggested to have a licensed Board member tour the location and check the sound system to ensure the quality of sound. Ms. Wecker volunteered to tour the location with Board staff. Ms. Gambee made a motion to approve the new location pending review of the facility by Ms. Wecker. It was seconded by Mr. Lewis. Motion carried.

BOARD ELECTIONS

Judge Simpson made a motion to elect Ms. Gambee as Board Chair and Ms. Wecker as Vice-Chair. It was seconded by Mr. Lewis. Motion carried.

NEXT MEETING was scheduled for February 18, 2021 at 8:00 AM MST.

ADJOURNMENT

Mr. Lewis made a motion to adjourn the meeting at 11:22 AM MDT. It was seconded by Judge Simpson. Motion carried.

Byrl Cinnamon, Chair